

CITY OF MENASHA
Parks and Recreation Board
Menasha City Hall, 100 Main Street, Room 132
November 8, 2022
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 5:32pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, R. Dowling, Ald. Ted Grade, T. Hale, E. Wickman, B. Adesso, T. Marshall arrived at 5:55pm

OTHERS PRESENT: PRD Megan Sackett;

EXCUSED ABSENCE: None

C. PUBLIC COMMENT/CORRESPONDENCE

Marni Mahoney (646 DePere St.) Mahoney introduced herself as part of the Hart Park Neighborhood group. Mahoney explained that neighborhood group was established in the last few years and has been working with Julie Filapek from Neighborhood Partners to survey the neighborhood to better establish the needs and goals of the neighborhood. Mahoney indicated the group meets monthly at times meeting in people's homes during cold weather months. Mahoney is requesting to waive the rental fee for the neighborhood group to utilize the Hart Park shelter for monthly meetings and events. Mahoney indicated she also spoke with a member of the Jefferson Park neighborhood group regarding waiving of fees. See attached letter.

D. MINUTES TO APPROVE

1. **Minutes of the October 11, 2022 Park Board Meeting:** Moved by Ald. T. Grade, seconded by T. Hale to approve the minutes of the October 11, 2022 Park Board meeting. Motion carried.

E. DISCUSSION / ACTION ITEMS

1. **Koslo Park Hall of Fame policy:** Director Sackett, reviewed the updated policy indicating there was language added that would allow for revocation of the award and changed the language regarding years of service. Grade and Sturm discussed the nomination of Tom Konetzke. Sturm indicated he has reached out to the family about the nomination process. Motion was made by E. Wickman and seconded by R. Dowling to approve the Koslo Park Hall of Fame policy as written. Motion carried.

2. Marina Slip Rental Fee: Sackett indicated staff reviews fees annually. Sackett indicated for 2023, staff is recommending not to increase the seasonal rental fee for the 2023 season. Sackett indicated due to bridge construction in 2022, the Marina saw decreased seasonal and transient rentals and gas sales. Sackett indicated bridge construction is expected to conclude prior to the 2023 navigation season. Motion was made by T. Hale, seconded by R. Dowling to not increase the seasonal slip rental fee at the Menasha Marina for the 2023 season.

F. REPORT OF DEPARTMENT HEAD / STAFF

1. **Department Report:** See attached written report.

G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

H. ADJOURNMENT

Motion by T. Marshall, seconded by R. Dowling to adjourn at 6:04pm. Motion carried.



October 16, 2022

Dear Menasha Park and Recreation Department,

Hart Park Neighborhood group began about 3 years ago as a way to improve and unite the neighborhood surrounding Hart Park. We have worked with Julie Filapek from Neighborhood Partners to survey, engage and connect neighbors. We have also had successful park events. Now, we are working towards monthly meetings to support engagement activities.

In the summer months it is easy to meet at the park. In the colder months, however, it is necessary to meet indoors. We would like to use the pavilion at the park for our meetings.

As of now, we do not have a budget to cover the rental cost of the pavilion. I am writing to ask our rental fee to be waived because we are functioning as a Neighborhood Group, a service to the city to improve our neighborhood connection. It would be helpful if you could waive the fee for our monthly meeting at the pavilion, every third Monday of the month for about two hours.

Thank you so much for your consideration. Please feel free to call me with any questions.

Sincerely,

Marni Mahoney
Member, Hart Park Neighborhood
646 De Pere St.
661-993-4753
Marnisue123@gmail.com

Staff Reports from the Parks, Recreation, Forestry & Cemeteries Department

November 2022

PARKS

- Restrooms are winterized for the season (with the exception of Hart Park). Due to ongoing vandalism, Hart Park is closed until the ice rink is established there.
- Tennis and volleyball nets will be taken down once the weather gets colder; pickleball nets at Smith will remain up.
- The contractor for the shade structure at Hart Park said the installation is scheduled for mid-November and should be complete in one day. After that and weather dependent, the slab underneath will be completed by Park and Street staff. If weather is too cold, then the slab will be poured in Spring of 2023.
- Staff has begun trenching in the conduit for the final phase of the security camera installation at Hart Park. Wires still need to be pulled through conduit to the 3 locations in park where the additional cameras will be placed, along with backfilling the trenches. The goal is to have this completed by the end of November or beginning of December.
- The two seasonal staff who typically work May to October are done for the season. Positions for seasonal staff are typically posted in February.

POOL

- Staff re-painted the mushroom (water feature in the zero depth area of the pool) and the red and yellow lines this past month (the red lines are to distinguish a slope change and the yellow line indicates 2ft depth).
- Staff also repaired a void under the sidewalk that was noticed during normal inspection. Initially, staff thought a water line was leaking from the restroom area, but it turned out there were rocks and other debris in the tunnel area.

MARINA

- The Marina closed on October 15 for the 2022 season. At this time, only non-masted navigation is allowed under the bridge with notice.

TRAILS

- Director Sackett, Mayor Merkes and Principal Planner Farrah Yang participated in a trail summit organized by East Central Wisconsin Regional Planning Commission (ECWRPC) in mid-October. The goal of this event was to gather together with communities and experts across Winnebago County to map out the future of our trail and on-street accommodations and to also dream big. Connecting our own communities to other communities is such an important aspect of what we do.

RECREATION

Halloween Events: Between Picnic by Pumpkin Light, Hometown Halloween, and our Great Pumpkin Hunt, we had an estimated 1,200 people participate in and enjoy our Halloween events.



Hometown Halloween had 29 vendors join us, which was an increase of 5 from last year. We estimated about 1,000 people in attendance. Notably we had 4 people seek us out through our Facebook page to thank us for a great event. Thank you to Dick Sturm for representing Park Board as an awesome bee-keeper!



Fall Programs: We had a great No School Day with 12 school-aged children spending time playing games, decorating pumpkins and trying their hand at face painting.

Five littles and their adults joined us for the October & Me program where we went camping at the Memorial Building with books, music, banana boats, and a "fire." We have 100% of our participants signed up for the following month's group.



As of 11/1/2022 program registration numbers, we show a 9% decrease from 2021 fall program numbers. Overall, we have seen an increase in participation in 2022. The decrease for Fall is notably from the loss of our Cheer program that we had in Fall 2021.

CAPITAL PROJECTS

- Jefferson Park Playground: Staff is expecting final renderings of the playground by mid-November. Next steps will be to review at the Park Board.
- Shepard Park: Staff submitted a grant for 50/50 matching funds of the playground. We should hear back in the next couple of weeks.

FORESTRY

One hundred trees have been ordered so far for spring planting and the 40th Arbor Day observance.



Upcoming Events

Gather 'Round: December 1, 5-7pm

Holiday Hayride: December 9, 5-8pm